

**DATE:** June 30, 2021

**TO:** MAYOR AND COUNCIL

**NAME AND TITLE:** Walter Babicz, Acting City Manager

**SUBJECT:** Major Events Reserve Information

**ATTACHMENT(S):** Item F.4 from the March 6, 2017 Open Council Meeting  
Item G.5 from the December 16, 2019 Open Council Meeting  
Administrative Procedure for the Major Sport Event Program

**RECOMMENDATION(S):**

That Council RECEIVES FOR INFORMATION the report dated June 30, 2021 from the Acting City Manager titled “Major Events Reserve Information”.

**PURPOSE:**

To provide Council with information concerning the Major Events Reserve.

**BACKGROUND:**

At the June 14, 2021 Council meeting, Council expressed an interest in receiving an information report from Administration regarding the Major Events Reserve and the procedures associated with it, including the criteria regarding use of the Major Events Reserve.

The following documents are attached for reference, in chronological order:

- a Staff Report dated February 24, 2017 from which the general process for accessing the Major Events Reserve was approved by Council;
- a Staff Report dated November 24, 2019 received for information that outlined the development of a procedure entitled the “Major Sport Event Program” (MSEP); and
- the Administrative Procedure for the MSEP approved by the City Manager on February 3<sup>rd</sup>, 2020.

**SUMMARY AND CONCLUSION:**

This report has been prepared for informational purposes in accordance with Council’s request.

**RESPECTFULLY SUBMITTED:**

Walter Babicz, Acting City Manager

Meeting Date: [2021/07/12]